

MINUTES of the ANNUAL GENERAL MEETING of the SWANSCOMBE AND GREENHITHE TOWN COUNCIL held at the LEISURE CENTRE, CRAYLANDS LANE, SWANSCOMBE on THURSDAY, 15<sup>TH</sup> MAY 2003 at 7.30 PM

PRESENT:

Cllr. Mrs C Angell	Cllr. M Murphy
Cllr. D J Bennett	Cllr. V Openshaw
Cllr. L J Bobby	Cllr. Mrs I A Read
Cllr. C Broadley	Cllr. B E Read
Cllr. T J Carrington	Cllr. D M Rowlands
Cllr. Mrs A R Harvey	Cllr. K Sanger
Cllr. M D G Jackson	Cllr. P J Scanlan
Cllr. M J Munn	

1 ELECTION OF TOWN MAYOR

The Town Mayor requested nominations for the position of Town Mayor for the forthcoming year and it was,

MOVED by Mrs I A Read and seconded by Councillor M Murphy,

RESOLVED

that Councillor Mrs A R Harvey be elected as Town Mayor for the ensuing year.

2 ELECTION OF DEPUTY TOWN MAYOR

The Town Mayor requested nominations for the position of Deputy Town Mayor and it was,

MOVED by Councillor B E Read and seconded by Councillor M D G Jackson

RESOLVED

that Councillor T J Carrington be elected as Deputy Town Mayor for the ensuing year.

3 VOTE OF THANKS

Councillor Mrs A R Harvey gave a vote of thanks to the outgoing Mayor, Councillor B E Read. Councillors' Mr and Mrs Read had worked extremely hard in carrying out their duties of Mayor and Mayoress for the Town.

Councillor Mrs Harvey, on behalf of the Council, presented Councillor Read with a gift as a token of appreciation for the work that he had carried out during the year.

4 RESPONSE BY COUNCILLOR B E READ

Councillor Read thanked Members for the gift and said that one of the great things about being the Town Mayor was meeting lots of different people and always being

made to feel welcome by them. He then commented on the local elections had how it had put the Council in a unique position within the Borough. He hoped that this would help to provide better services and facilities for the community of Swanscombe and Greenhithe.

Councillor Read also thanked Members for the support that had been shown throughout the year and to those who did not get re-elected.

Councillor Read raised £1400 during his year as Town Mayor. This money would be shared between the Ellenor Foundation, the Lions Hospice, the Scouts and Swanscombe Tigers. Councillor Read also hoped to be able to make a small donation to Under One Roof and possible one other organisation.

Councillor Read also thanked his wife, Councillor Mrs Read, as Mayoress.

## 5 APOLOGIES

Apologies for absence were received by Councillors' B B Fitzpatrick, J A Hayes, C Creed, P A Read and Mrs G B Tripp.

## 6 APPOINTMENT AND CONSTITUTION OF STANDING AND OTHER COMMITTEES

It was,

RESOLVED

- 6.1 that the Recreation, Leisure and Amenities Committee be constituted of the whole of the Members of the Council;
- 6.2 that the Allotments Sub-Committee be constituted of seven members – 4 from the Town Council – Councillors' J A Hayes, L J Bobby, B E Read and plus three Members of the Swanscombe and Greenhithe Allotments and Gardens Association;
- 6.3 that the Finance and General Purposes Committee be constituted of the whole of the Members of the Council;
- 6.4 that the Executive Committee be constituted of ten Members of the Council – Councillors' B E Read, L J Bobby, M Murphy, T J Carrington, V Openshaw, P Scanlan, C Creed, Mrs C Angell, M J Munn and K Sangar;
- 6.5 that the Emergency Committee be constituted of six Members of the Council plus the Town Clerk or Assistant Town Clerk – Councillors' B E Read, D M Rowlands, M D G Jackson, P A Read, Mrs C Angell and C Broadley;
- 6.6 that the Major Development Committee be constituted of the whole of the Members of the Council;

6.7 that the Personnel Committee be constituted of five Members of the Council – Councillors’ B E Read, D M Rowlands, L J Bobby, C Creed and Mrs C Angell;

6.8 that the Leisure Centre Committee be constituted of eight Members of the Council – Councillors’, V Openshaw, P J Scanlan, M Murphy, C Creed, T J Carrington, B E Read, D J Bennett and C Broadley.

## 7 POWERS AND DUTIES OF COMMITTEES AND SUB-COMMITTEES

The Powers and Duties of Committees and Sub-Committees were defined as follows:

### Delegated Functions

To exercise the functions of the Council in expending any finances allocated to it by the Council within the annual estimates or otherwise in the area of recreation grounds, parks, open spaces, playgrounds, allotments, sporting facilities, recreational facilities, community halls and leisure centres.

To exercise the functions of the Council in controlling the operation and provision of facilities in relation to recreation grounds, parks, open spaces, playgrounds, allotments, sporting facilities, community halls and the leisure centre. To include the setting of fees, charges and opening times in relation to the leisure centre, taking into account local needs and within the guidelines set by the council.

To make representation to the Finance and General Purposes Committee in relation to the annual estimates in respect of expenditure.

To liaise as required with other Committees and staff of the Council, outside bodies and persons on any aspects of joint responsibility.

To liaise with the Town Clerk on aspects of leisure centre management as they affect the general administration of the Town Council.

To investigate and implement, if considered appropriate, a Committee of Users as an advisory body for the leisure centre, in order to achieve a high level of democratisation at a local level.

To exercise the functions of the Council by making representation to the relevant Planning Authority on development proposals which may be laid before it under provisions of the Town and Country Planning Acts.

### Referred Functions

To act as an advisory body considering any recommendations laid before it by other Committees or the Council which relates to facilities or areas within the scope of this Committee not contained within the delegated functions printed above.

## ALLOTMENTS SUB-COMMITTEE

### Delegated Functions

To exercise the functions of the Recreation, Leisure and Amenities Committee with reference to the appointment of lay volunteer allotment managers as per the provisions of section 20 of the Small Holdings and Allotments Act 1908.

### Referred Functions

To report to the Recreation, Leisure and Amenities Committee on any finances relating to the provision, management, maintenance, improvement and administration of all allotments under the control of the Recreation, Leisure and Amenities Committee.

To report to the Recreation, Leisure and Amenities Committee on any finances relating to the provision, management, maintenance, improvement and administration of all allotments under the control of the Recreation, Leisure and Amenities Committee, inclusive of the right to report to the said Committee suggestions for finances to be included within the annual estimates for specific schemes of improvement.

## FINANCE AND GENERAL PURPOSES COMMITTEE

### Delegated Functions

To exercise the functions of the Council in expending any finances allocated to it by the Council in the annual estimates or otherwise in the area of footway and footpath lighting, footpaths, car parks and donations to local organisations or individuals or other bodies under Section 137 of the Local Government Act 1972.

To exercise the functions of the Council in the examination of all accounts submitted for payment and the collection of sums due to the Council.

To exercise the functions of the Council in the examination of any parochial charity accounts submitted to the Council under those provisions contained within Section 32 of the Charities Act 1960 as amended.

To exercise the functions of the Council by making representation to the relevant Planning Authority on development proposals which may be laid before it under the provisions of the Town and Country Planning Acts.

### Referred Functions

As an advisory body to consider and report to the Council on all finances not specifically allocated to other Committees including those finances contained within the balances and investment accounts.

As an advisory body to consider and report to Council, estimates for the making of the annual rate and precept issued, the raising of loans or borrowing money and

securing of any necessary loan sanctions and the approval of schemes for local lotteries.

As an advisory body to consider any recommendations laid before it by other Committees or the Council which relate to facilities or areas within the scope of this Committee not contained within the delegated functions printed above.

As an advisory body to consider any recommendations specifically put to it by other Committees in relation to their expenditure and consider and report upon any matters not specifically allocated to other Committees.

## EXECUTIVE COMMITTEE

### Delegated Functions

To exercise any functions of the Council on urgent issues or during the period of recess of the Council save those functions relating to the setting of an annual rate and issuing a precept, the raising of loans or borrowing of money and securing of any necessary loan sanctions, and the approval of schemes for local lotteries.

To exercise any functions of the Council on matters specifically delegated to it to decide, save those exempted from delegation by statute and listed above.

With reference to matters, not more than four Members of the Executive Committee (of which one to be the Town Mayor) to form a sub-Committee to deal with matters relating to staff Disciplinary Procedures.

### Referred Functions

As an advisory body to Council on any matters it has been specifically instructed to investigate.

## EMERGENCY COMMITTEE

### Delegated Functions

To assist, in an emergency, the population of Swanscombe and Greenhithe in overcoming any extreme or unusual conditions caused by natural or accidental means.

To co-operate with other Agencies, Statutory or Voluntary, to assist in the above.

To enlist the support of any other Organisations or individuals to assist in the above, as may be necessary.

To prepare contingency plans to meet any of the situations as described above.

## MAJOR DEVELOPMENT REVIEW COMMITTEE

### Delegated Functions

To exercise delegated powers on behalf of the Town Council to investigate and decide on MAJOR developments affecting it's area.

To meet interested parties and seek expert advice if required.

#### Referred Functions

To Report to Council on progress and decisions.

To make request to Council for financial expenditure.

### PERSONNEL COMMITTEE

#### Delegated Functions

To exercise any functions of the Council in relation to Personnel matters, with the exception of disciplinary procedures.

#### Referred Functions

As an advisory body reporting to Council on any matters it has been specifically instructed to investigate.

As an advisory body reporting to council on the question of levels of pay and salary settlements for all staff employed by the Council.

### LEISURE CENTRE COMMITTEE

#### Delegated Functions

To exercise the functions of the Council in expending any finances allocated to it by the Council within the annual estimates or otherwise in the area of sporting/recreational facilities and leisure centre.

To exercise the functions of the Council in controlling the operation and provision of facilities in relation to the leisure centre. To include the setting of fees, charges and opening times in relation to the leisure centre, taking into account local needs and within the guidelines set by the council.

To make representation to the Finance and General Purposes Committee in relation to the annual estimates in respect of expenditure.

To liaise as required with other Committees and staff of the Council, outside bodies and persons on any aspects of joint responsibility.

To liaise with the Town Clerk on aspects of leisure centre management as they affect the general administration of the Town Council.



To investigate and implement, if considered appropriate, a Committee of Users as an advisory body for the leisure centre, in order to achieve a high level of democratisation at a local level.

#### Referred Functions

To act as an advisory body considering any recommendations laid before it by other Committees or the Council which relates to facilities or areas within the scope of this Committee not contained within the delegated functions printed above.

### 8 APPOINTMENT OF CHAIR AND VICE-CHAIR OF COMMITTEES

It was,

RESOLVED

that the Council appoint the following Chair and Vice-Chair of Committees for the ensuing year:

#### Recreation, Leisure and Amenities Committee

Chair – Councillor T J Carrington  
Vice-Chair – Councillor L J Bobby

#### Finance and General Purposes Committee

Chair – Councillor B E Read  
Vice-Chair – Councillor Mrs A R Harvey

#### Major Development Committee

Chair – Councillor T J Carrington  
Vice-Chair – Councillor B E Read

### 9 DATE AND TIME OF MEETINGS

It was,

RESOLVED

that the Annual General Meeting, Annual Town Meeting, the Recreation, Leisure and Amenities Committee, the Finance and General Purposes Committee, the Executive Committee, the Personnel Committee, the Major Development Committee and the Leisure Centre Committee Meetings be held at 7.30 pm on the dates specified on the annexed list.

### 10 APPOINTMENT OF REPRESENTATIVES

It was,

RESOLVED



that the Council appoint the following representatives to serve upon the various Committees for the ensuing year with the proviso that these appointments may be considered again at a later date if required:

Swanscombe & Greenhithe Association of Sports and Social Clubs:  
Councillors' J A Hayes, Mrs A R Harvey and P J Scanlan

Senior Citizen's Club Management Committee:  
Councillors' B E Read, L J Bobby, P J Scanlan and D J Bennett

Swanscombe and Greenhithe Old Peoples Welfare Committee:  
Councillor Mrs I A Read and one open position

County Area Committee of Kent Association of Parish Councils:  
Councillors' B E Read and Mrs C Angell

Dartford Area Committee of Kent Association of Parish Councils:  
Councillors' B E Read, L J Bobby and Mrs C Angell

Gravesend and District Society for the Mentally Handicapped:  
Open position

Northfleet Landfill Liaison Committee:  
Councillors' B E Read, Mrs C Angell and K Sangar

Knockhall Landfill Site:  
Councillors' V Openshaw, Mrs C Angell and C Broadley

Greenhithe Community Association:  
Councillors' V Openshaw and C Broadley

Rail Link Action Group:  
Councillors' B E Read, L J Bobby and P J Scanlan

Crime Prevention/Traffic Working Party:  
Councillors' B E Read, Mrs I A Read, L J Bobby, V Openshaw, K Sangar plus the Town Clerk and a representative from Dartford Borough Council, Kent Highways and Kent County Constabulary

Police and Community Liaison Group:  
Councillors' M D G Jackson and M J Munn

Village Transport Representative:  
Councillor B E Read

Dartford Volunteer Bureau:  
Councillor J A Hayes

Heritage Park and Skull Site Working Party:  
Councillors' B E Read, L J Bobby, P J Scanlan, Mrs I A Read and M J Munn plus the Town Clerk or Assistant Town Clerk



Sports Pavilion Working Party;  
Councillors' B E Read, L J Bobby, P Scanlan, Mrs I A Read and M J Munn plus  
the Town Clerk

Major Development Working Party:  
Councillors' B E Read, L J Bobby, M Murphy, M J Munn, Conservative (to be  
confirmed) plus the Town Clerk

Swanscombe Neighbourhood Renewal Working Party:  
Councillors' B E Read, L J Bobby, M J Munn plus the Town Clerk

Cemetery/Parks Working Party:  
Councillors' Mrs I A Read, M J Munn and one open position

Greenhithe Community Group QED Committee:  
Councillor B E Read

Dartford Health Action Team:  
Councillor J A Hayes

North Kent Independent Mediation:  
Councillor B E Read

Quality Town Council Working Party:  
Councillors' B E Read, L J Bobby and Mrs C Angell

Urban Working Party:  
Councillors' B E Read, M Murphy and M J Munn

Councillor B E Read explained how he had allocated the seats to get a fair  
percentage for it party. All parties confirmed that they were happy with the  
percentage of seats allocated, although they had not necessarily elected a  
representative.

## 11 AUTHORITY FOR PAYMENT OF CHEQUES

It was,

RESOLVED

that the following Members be appointed as signatories to authorise the payment  
of cheques:

Current Account – Councillors' B E Read, Mrs I A Read, L J Bobby, Mrs A R  
Harvey, T J Carrington, P A Read, plus the Town Clerk or Assistant Town Clerk

Town Mayor's Account – Councillors' Mrs A R Harvey, T J Carrington plus the  
Town Clerk

Town Mayor's Charity Account – the Town Clerk



12 MINUTES OF THE TOWN COUNCIL

The Minutes of the Town Council held on 10 April 2003 were confirmed and signed as a true record.

13 REPRESENTATIVE FOR GOVERNOR AT SWANSCOMBE INFANT SCHOOL

Members were advised that a new Minor Authority Representative was required in September 2003 for the Governing Body at Swanscombe Infant School. It was,

RESOLVED

that this item be referred to the next Finance and General Purposes Committee.

14 GOVERNOR AT EYNSFORD ROAD SCHOOL

Councillor B E Read informed members that he had received a request for ex-Councillor J C D Holmes asking to continue in his role of Governor at Eynsford Road School. It was,

RESOLVED

that he continued to do this.

15 TOWN MAYOR'S CIVIC RECEPTION

Members were asked to review the list of invitees to the annual Civic Reception. It was,

RESOLVED

that the list be monitored and amended as and when necessary throughout the ensuing year.

16 MODEL CODE OF CONDUCT

Members were advised that their completed declarations of interest forms needed to be returned to the Town Clerk by the first R, L & A Committee Meeting in order for her to return them to the Monitoring Officer at Dartford Borough Council within the statutory 28 days from the date of the local election.

17 TOWN PLANNING

Members were advised that the following planning application had been received from Dartford Borough Council for consideration.

DA/03/00041/FUL

Erection of a four storey side extension in connection with converting property to provide four one bedroom apartments and provision of cycle/storage shed and bin stores.

113 Knockhall Road, Greenhithe, Kent

OBSERVATIONS: No observations, providing neighbours are consulted

Members were advised that the following planning application had been received from Kent County Council for consideration.

DA/03/TEMP/0018          Erection of a new detached garage to house three mini buses with storage in the roofspace

New Swan Valley Community School, Southfleet Road, Swanscombe, Kent DA10 0BZ

OBSERVATIONS: No observations providing neighbours were consulted.

Members were advised that the following granted decision notices had been received from Dartford Borough Council. They were, NOTED

DA/02/1124/REM          Woodlands, Ingress Park, Greenhithe, Kent

DA/03/0222/FUL          9 London Road, Greenhithe, Kent

DA/03/0061/REM          The Boulevard East, Ingress Park, Greenhithe

DA/03/0273/LBC          Waterfront Phase 1, Ingress Park, Greenhithe

DA/03/0157/FUL          1 Riverview Road, Greenhithe

DA/03/0236/REM          The Woodlands, Ingress Park, Greenhithe

DA/03/0245/REM          Ingress Park Waterfront Phase 1, Greenhithe, Kent

DA/03/0211/FUL          12 Pentstemon Drive, Swanscombe

Members were advised that the following refused decision notice had been received from Dartford Borough Council. It was, NOTED

DA/02/1206/FUL          Land North of Greenhithe Railway Station, Station Road, Greenhithe Kent

Members were advised that the following granted decision notice had been received from Kent County Council. It was, NOTED

DA/03/164                  Baker's Hole, Stanhope Road, Northfleet

Members were advised that the following revised planning application had been received from Dartford Borough Council for consideration:

DA/02/01028/CTRL          Submission of reserved matters relating to the design, layout

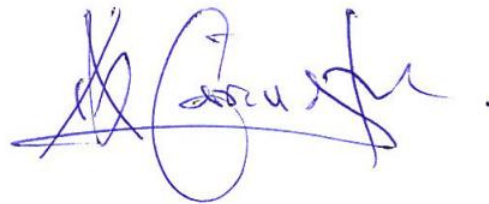


and external appearance of the station building with associated transport interchange and access roads pursuant to CTRL Act 1996 Paragraph 9 Part 1

**OBSERVATIONS:**

Members were concerned that the design, layout and external appearance was not suitable for such a prestigious international station and also requested to see a new artists impression of the building etc.

The Meeting closed at 8.16 pm.

A handwritten signature in blue ink, appearing to be 'M. G. ...', with a large circular flourish and a horizontal line extending to the left.

**DATES OF MEETINGS 2003/04**

<b><u>R, L &amp; A</u></b>	<b><u>F &amp; G P</u></b>	<b><u>TOWN COUNCIL</u></b>
22 May 2003	12 June 2003	3 July 2003
28 August 2003	25 September 2003	16 October 2003
6 November 2003	27 November 2003	18 December 2003
15 January 2004	5 February 2004	19 February 2004
11 March 2004	1 April 2004	22 April 2004

29 April 2004 - Annual Town Meeting

7 May 2004 - Annual General Meeting

Meetings of the following Committees to be arranged as and when required:

Executive Committee

Personnel Committee

Emergency Committee

Leisure Centre Committee

Major Development Committee

NOMINATIONS FOR ANNUAL GENERAL MEETING  
of SWANSCOMBE & GREENHITHE TOWN COUNCIL 2003/04

Town Mayor: Annette Harvey

Deputy Town Mayor: Tim Carrington

Recreation, Leisure & Amenities Committee (All Members of the Council)

Chairman: Tim Carrington

Vice Chairman: Les Bobby

Finance & General Purposes Committee (All Members of the Council)

Chairman: Bryan Read

Vice Chairman: Annette Harvey

Allotments Sub-Committee (of RL&A) (7 Members)

- 1 John Hayes
- 2 Les Bobby
- 3 Bryan Read
- 4 David Bennett
- 5 ALLOTMENTS
- 6 ALLOTMENTS
- 7 ALLOTMENTS

Executive Committee (10 Members)

- 1 Bryan Read
- 2 Les Bobby
- 3 Martin Murphy
- 4 Tim Carrington
- 5 Vic Openshaw
- 6 Pat Scanlan
- 7 Colin Creed
- 8 Christine Angell
- 9 Malcolm Munn
- 10 Kapil Sangar

Emergency Committee (6 Members plus Town Clerk or Deputy Clerk)

- 1 Bryan Read
- 2 David Rowlands
- 3 Mark Jackson
- 4 Paul Read
- 5 Christine Angell
- 6 Conrad Broadley

Major Development Committee (All Members of the Council)

Chairman: Tim Carrington  
Vice Chairman: Bryan Read

Personnel Committee (5 Members)

- 1 Bryan Read
- 2 David Rowlands
- 3 Les Bobby
- 4 Colin Creed
- 5 Christine Angell

Leisure Centre Committee (8 Members)

- 1 Vic Openshaw
- 2 Patrick Scanlan
- 3 Martin Murphy
- 4 Colin Creed
- 5 Tim Carrington
- 6 Bryan Read
- 7 David Bennett
- 8 Conrad Broadley

Agenda Reference 10  
To Appoint Representatives

S & G Association of Sports & Social Clubs (3 Members)

- 1 John Hayes
- 2 Annette Harvey
- 3 Patrick Scanlan

Senior Citizens Club Management Committee (4 Members)

- 1 Bryan Read
- 2 Les Bobby
- 3 Patrick Scanlan
- 4 David Bennett

This Committee will meet during the day time in the best interests of Members of the Senior Citizens Committee

Old Peoples Welfare Committee (2 Members)

- 1 Ivy Read
- 2

KAPC County Area Committee (2 Members)

- 1 Bryan Read
- 2 Christine Angell

KAPC Dartford Area Committee (3 Members plus the Town Clerk – 2 representatives to have voting rights)

- 1 Bryan Read
- 2 Les Bobby
- 3 Christine Angell

Gravesend & District Society for the Mentally Handicapped (1 Member)

- 1

Northfleet Landfill Liaison Committee (3 Members)

- 1 Bryan Read
- 2 Christine Angell
- 3 Kapil Sangar

Knockhall Landfill Site (3 Members)

- 1 Vic Openshaw
- 2 Christine Angell
- 3 Conrad Broadley

Greenhithe Community Association (2 Members)

- 1 Vic Openshaw
- 2 Conrad Broadley

Rail Link Action Group (3 Members)

- 1 Bryan Read
- 2 Les Bobby
- 3 Patrick Scanlan

Crime Prevention/Traffic Working Party (7 Members, including representatives from DBC, County Constabulary plus the Town Mayor and Town Clerk)

- 1 Bryan Read
- 2 Ivy Read
- 3 Les Bobby
- 4 Vic Openshaw
- 5 Kapil Sangar
- 6 DBC
- 7 POLICE



Meeting to be held every three months and a report/recommendations put before the Finance & General Purposes Committee at the earliest opportunity.

Major Development Working Party (5 Members including 2 representatives from DBC plus the Town Clerk)

- 1 Bryan Read
- 2 Les Bobby
- 3 Martin Murphy
- 4 Malcolm Munn
- 5 Kapil Sangar
- 6 DBC
- 7 DBC

Police Community Liaison Group (2 Members)

- 1 Mark Jackson
- 2 Malcolm Munn

Village Transport Representative (1 Member)

- 1 Bryan Read

Dartford Volunteer Bureau (1 Member)

- 1 John Hayes

Heritage Park & Skull Site Working Party (5 Members plus the Town Clerk)

- 1 Bryan Read
- 2 Les Bobby
- 3 Patrick Scanlan
- 4 Ivy Read
- 5 Malcolm Munn

Sports Pavilion Working Party (5 Members plus the Town Clerk)

- 1 Bryan Read
- 2 Les Bobby
- 3 Patrick Scanlan
- 4 Ivy Read
- 5 Malcolm Munn

Cemetery/Parks Working Party (3 Members)

- 1 Ivy Read
- 2 Malcolm Munn
- 3

Greenhithe Community Group QED Committee (1 Representative)

1 Bryan Read

Dartford Health Action Team (1 Representative)

1 John Hayes

North Kent Independent Mediation (1 Representative)

1 Bryan Read

Quality Town Council Working Party (3 Members)

1 Bryan Read  
2 Les Bobby  
3 Christine Angell

Urban Working Party (3 Members)

1 Bryan Read  
2 Martin Murphy  
3 Malcolm Munn

Agenda Reference 11  
Signatories for Cheques

Current Account

1 Bryan Read  
2 Ivy Read  
3 Les Bobby  
4 Annette Harvey  
5 Tim Carrington  
6 Paul Read

Town Mayor's Account

1 Town Mayor  
2 Deputy Town Mayor  
3 Town Clerk

Town Mayor's Charity  
Account

1 Town Clerk

MINUTES of the MEETING of RECREATION, LEISURE AND AMENITIES COMMITTEE  
held at the LEISURE CENTRE, CRAYLANDS LANE, SWANSCOMBE  
on THURSDAY, 22<sup>ND</sup> MAY 2003

PRESENT:

Cllr. T J Carrington – Chair	Cllr. M Murphy
Cllr. Mrs C Angell	Cllr. V Openshaw
Cllr. D J Bennett	Cllr. B E Read
Cllr. L J Bobby	Cllr. P A Read
Cllr. B B Fitzpatrick	Cllr. D M Rowlands
Cllr. J A Hayes	Cllr. K Sangar
Cllr. M J Munn	Cllr. P J Scanlan

18 MINUTES OF THE MEETING HELD ON 6<sup>TH</sup> MARCH 2003

The Minutes of the above Meeting were approved and signed as a true record.  
Proposed by Councillor T J Carrington and seconded by Councillor B E Read.

19 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors' Mrs A R Harvey, M D G Jackson and Mrs I A Read.

20 DECLARATIONS OF INTEREST

Members were advised that all completed forms had to be back with the Town Council by 28 May 2003.

21 PARK'S REPORT

Members were provided with a copy of the Parks Report. Apart from the following items, it was,

NOTED

22 COMPLAINT REGARDING A DOG BIN

Members were provided with correspondence from a resident at Ingress Park complaining about a dog bin that the Town Council had installed at Greenhithe Foreshore. After discussion, it was,

RECOMMENDED

that the dog bin remained in its current location and that the Town Clerk write to the resident informing her of the decision and that the bin was actually located in a public open space. She was also to be informed that memorial benches were being installed in this area.

23 GREENHITHE FORESHORE

Members also discussed the position of Crest Nicholson's responsibility on the Section 106 Agreement at Ingress Abbey. Councillor C Broadley advised Members that he would be meeting with Crest Nicholson on Friday 30 May 2003. It was therefore,

RECOMMENDED

that Councillor Broadley take up the Town Council's issues with Crest at this meeting and report back.

24 SAXON COURT

The Parks Foreman informed Members of complaints he had been receiving regarding the play area and the fencing. It was,

RECOMMENDED

that the Parks Foreman look at possible ways of addressing these issues and provide report and costings at the next meeting.

25 MANOR PARK PLAY AREA

Members were advised that the play equipment at Manor Park needed to be replaced. The current equipment had reached the end of its life and would not be cost effective to repair. The Parks Foreman had obtained quotes for replacement equipment from Playdale. It was,

RECOMMENDED

that the Parks Foreman contact Wickstead, where the play equipment had been purchased to clarify whether the equipment was still under guarantee and that the Town Clerk contact the Director of Community Services at Dartford Borough to enquire about Parish Initiative Funding to aid the Town Council with the cost of purchasing this equipment.

26 KNOCKHALL PLAYING FIELD

Members raised concerns over the steps by the garage as it was felt they were a liability. It was,

RECOMMENDED

that the Parks Foreman schedule in his works for these to be removed.

27 CRAYLANDS LANE DEVELOPMENT

Members were advised of the current situation with the entire development and were also provided with a snagging list of outstanding items. It was,

NOTED

28 BROOMFIELD PARK – FOOTBALL TRAINING

The Parks Foreman advised Members that he would like to propose a meeting with representatives from the football clubs to discuss using the ground for training purposes. It was felt that a proper system should be put in place for this. It was,

RECOMMENDED

that the Chair and Vice Chair of the Committee, plus the Parks Foreman arrange such a meeting.

#### 29 SWANSCOMBE PARK – NOTICE BOARDS

It was,

RECOMMENDED

that the Parks Foreman obtain quotes for purchasing a new notice board in the Park.

#### 30 MOTORCYCLE NUISANCE

Members discussed the continuing problems of motorbikes illegally riding on the Heritage Park. It was,

RECOMMENDED

that the Town Clerk arrange a meeting with the Police, La Farge Cement and representatives of the Town Council to discuss deploying the police tactical motorcycle team to help deal with this problem.

#### 31 ALLOTMENTS

Members were advised of the problems being experienced by allotment holders. It was,

RECOMMENDED

that the Town Clerk arrange a meeting with the Allotment Association in order to ascertain the extent of the problems being experienced and possible ways in which the Town Council would be able to assist.

#### 32 PLAYGROUND RISK ASSESSMENTS

Members were advised that the risk assessments on all the play areas had now been completed and that the cost of the all the repairs required amounted to some £6948. It was,

RECOMMENDED

that the Parks Foreman prioritise the work to be carried with the Town Clerk to ensure that the repairs are kept in budget.



33 VOTE OF THANKS

Councillor M J Munn thanked the Parks Foreman the extreme hard work that he and his staff undertook for the Council.

34 PURCHASE OF NEW MOWER

Members were advised that the Parks Foreman wished to purchase a new mower as the current one needed more and more maintenance due to its age. It was,

RECOMMENDED

that the Parks Foreman purchase the new mower providing that it was within budget.

35 ANTI-SOCIAL BEHAVIOUR

Members were advised of the increasing problems with anti-social behaviour and vandalism etc. It was discussed whether purchasing a digital camera would assist the Town Council in reporting these incidents to the police. After discussion, it was

RECOMMENDED

that the Town Clerk cost this purchase and liaise with the Finance Chair.

36 YOGA EQUIPMENT

Members were advised that the Yoga Teacher needed new equipment costing a total of £488. It was,

RECOMMENDED

that the purchase be approved.

37 FOOTBALL PITCH ALLOCATION

Members were provided with the football pitch allocation details for the 2003/04 season. It was,

NOTED

38 FENCE AT MADDEN CLOSE

Members were provided with information regarding the fence at Madden Close. Councillor B E Read informed Members that fencing the entire site (which would include Madden Close) was being given a priority by the Swanscombe Action Group working on the Heritage Park project. After discussion, it was,

RECOMMENDED

that the Town Clerk write to Dr Howard Stoate MP to inform him of this.

39 DARTFORD LOCAL PLAN REVIEW – 2<sup>ND</sup> DEPOSIT DRAFT

Members were provided with an acknowledgement from Dartford Borough Council of the comments made by the Town Council on the above plan. It was,

NOTED

40 MOTORBIKE NUISANCE

Members were informed that the Town Clerk had been able to write to a person involved in the riding of the motorbikes on the Heritage Park. It was,

NOTED

41 SIGN FOR HERITAGE PARK

Members were provided with three quotations to erect a sign in the Heritage Park containing the following text:

"THIS IS A SSSI DESIGNATED AREA  
NO UNAUTHORISED VEHICLES ALLOWED  
MAXIMUM PENALTY £25,000"

Quote A: £375

Quote B: £286

Quote C: £232

After consideration, it was,

RECOMMENDED

to accept Quote C.

42 NEW FENCING AROUND THE GROVE HALL

Members were provided with details of quotations to erect new fencing around the Grove Hall. After discussion, it was

RECOMMENDED

that Councillor B E Read would arrange further quotations and report back to the Committee.

43 REQUEST FOR A NEW SIGN

The Swanscombe & Greenhithe Association of Sports and Social Clubs had written to the Town Council requesting for them to erect a new sign advertising the Pavilion. It was,

RECOMMENDED

that the Town Clerk should write to the Club informing them that the Town Council did not feel it appropriate until the lease negotiations had been finalised and that the application should be resubmitted once a decision had been reached.

44 SUMMER ACTIVITIES FOR CHILDREN

The Town Clerk advised Members that a grant for £250 had been received from Dartford Borough Council to assist with the cost of running summer activities from the Leisure Centre. It was,

NOTED

but consideration should be given in the future for making this available to children with disabilities and special needs.

45 MAJOR DEVELOPMENTS IN THE BOROUGH

Members were provided with information from Dartford Borough Council regarding major development with the planning stage. It was,

NOTED

46 APOLOGIES

Members were provided with copies of correspondence that had been received from various local authorities regarding the Town Council's lack of invitations to attend important local events within the Parish. They were,

NOTED

47 TRAFFIC CALMING – EAGLES ROAD

Members were advised of the latest correspondence received regarding the above issue. After discussion, it was,

RECOMMENDED

that the Town Clerk write to Dartford Borough Council informing them that money had been earmarked for this project at the outset and that the Clerk also write to the resident to assure her that although the Town Council has no jurisdiction in this area, it is trying to do everything possible to assist.

48 PUBLIC FOOTPATH DS1

Members were advised of correspondence received from Dartford Borough Council regarding the extinguishment of the existing DS1 and its resiting along the riverfront. Councillor C Broadley informed Members of the importance of keeping this footpath in its current location. It was therefore,

RECOMMENDED



that Councillor Broadley draft an appropriate response to be sent to Dartford Borough Council.

49 REQUEST FROM CYGNETS PRE-SCHOOL

Members were advised that Cygnets had requested to install a blackboard in the Grove Hall. It was

RECOMMENDED

that they be allowed to do this provided that it was kept clean and the equipment put away, as they were not the only users of the hall.

50 PETITION

Members were provided with a petition that had been forwarded by Councillors# Mr and Mrs Holmes regarding a petition that had been given to regarding the proposed Fastrack route and bus terminal. It was,

RECOMMENDED

that the Town Clerk forward the petition in good faith to the planning department at Dartford Borough Council in order for them to respond accordingly.

51 FAMILY FUN FAIR

A request had been received to hold a family fun fair at Knockhall Park during the summer. It was,

RECOMMENDED

that this be allowed and that the Town Clerk confirm this with the organiser. The usual insurances etc would need to be seen before allowing the fair on site.

52 BOUNCY CASTLE – BROOMFIELD PARK

Members were advised that a request had been received for a resident in Milton Road to put a bouncy castle in the Park for a birthday party. It was,

RECOMMENDED

that this be allowed and charged at the appropriate rate.

53 COMPLAINT REGARDING CHILDREN'S PARTY

Members were provided with correspondence that the Town Clerk had received regarding a children's party that was held at the Leisure Centre. After discussion, it was

RECOMMENDED



that the matter was not further pursued, but that a lesson should be learnt from this. The letter should also be passed to the Leisure Centre Committee.

54 REQUEST TO ERECT BOUNCY CLERK

The Town Clerk advised Members that she had received a request from a resident in Milton Road to erect a bouncy castle in Broomfield Park for a party. It was,

RECOMMENDED

that she be allowed to do this and be charged at the prevailing rate.

55 ANTI-SOCIAL BEHAVIOUR

Members were provided with a letter and leaflet from Dartford Borough Council regarding anti-social behaviour. It was,

NOTED

56 SPORTS HALL HEATING

Members were provided with a letter of complain that had been received regarding the heating the sports hall. It was,

RECOMMENDED

that the Town Clerk respond to the letter informing the complainant that the Town Council was looking in to ways to address the problem which it would hope to improve in the future.

57 TEMPORARY ROAD CLOSURE

Members were provided with further details regarding the temporary road closure at Clements Way. It was,

NOTED

58 PARISH NEWS – ISSUE 292

Members were provided with the latest issue of Parish News. It was,

NOTED

59 SWANSCOMBE LIBRARY

Members were provided with the latest correspondence regarding Swanscombe Library. It was,

RECOMMENDED

that the Town Clerk arrange a meeting with KCC and Dr Howard Stoaite plus two representatives of the Council, namely Councillors' B E Read and L J Bobby.

60 VALLEY VIEW

Members were advised that the Town Clerk had received correspondence from Dartford Borough Council regarding the funding for this play area. It was,

RECOMMENDED

that the Town Clerk write back to the Director of Community Services at Dartford Borough Council to ascertain whether it would be possible to apply for Parish Initiative Funding for the shortfall.

61 TOWN PLANNING

Members were advised that the following planning applications had been received from Dartford Borough Council for consideration.

DA/03/00429/CTRL Amended submission of reserved matters relating to earthworks to car park E pursuant to Channel Tunnel Rail Link

Channel Tunnel Rail Link Car Park E Ebbsfleet Station

OBSERVATIONS: No observations

DA/03/00425/FUL Application to coppice down to ground level the three northern trunks of 1 Sycamore tree subject to Tree Preservation Order No. 1 1990.

Land adjacent Plot VQ12 (21 Watermans Way) Ingress Park, Greenhithe, Kent

OBSERVATIONS: No observations

DA/03/00420/COU Conversion of existing light industrial building into 3 No. 1 bedroom residential units including the erection of a pitched roof over existing flat roof. (Revision to previous application to increase size of garden area)

186A Milton Road, Swanscombe, DA10 0LX

OBSERVATIONS: Members were concerned about parking arrangements and that it was a back land development.

DA/03/00422/FUL Erection of a rear conservatory

27 Watermans Way, Greenhithe, DA9 9GJ

OBSERVATIONS: No observations providing neighbours were consulted.

62 GREENHITHE STATION

Members were advised that there were problems with youths dodging fares at the station.

The Meeting closed at 10.17 pm

A handwritten signature in blue ink, appearing to be 'A. B. S. S.', written over a horizontal line.

MINUTES of the PERSONNEL COMMITTEE  
HELD at the THE GROVE HALL, THE GROVE, SWANSCOMBE  
on THURSDAY, 5<sup>TH</sup> JUNE 2003, AT 7.30 PM

PRESENT:

Cllr. B E Read, Chair  
Cllr. Mrs C Angell                      Cllr. C Creed  
Cllr. L J Bobby                            Cllr. D M Rowlands

63 APOLOGIES FOR ABSENCE

No apologies for absence were received.

64 DECLARATIONS OF INTEREST

No additions or amendments were made to the list.

65 MINUTES OF THE MEETING HELD ON 6 MARCH 2003

The Minutes of the meeting held on 6 March 2003 were proposed and signed as a true record. Proposed by Councillor B E Read and seconded by Councillor L J Bobby.

66 EXCLUSION OF PRESS AND PUBLIC

Due to the confidential nature of the business to be transacted, it was,

RESOLVED

that the Press and Public be excluded from the meeting whilst the next agenda items were discussed.

67 STAFF SICKNESS

Members were advised that there had been no staff sickness to report. It was,

NOTED

68 RECREATION SUPERVISOR VACANT POSITION

Members were provided with applications for the post of full-time recreation supervisor. However, the Chair advised the Committee that a further resignation had been received that day. It was therefore,

RECOMMENDED

that the applications be deferred until a Leisure Centre Committee had been called to determine staffing structures etc. The Personnel Committee would reconvene on 12 June 2003.

69 CARETAKER AND HANDYMAN VACANT POSITIONS

Members were provided with copies of applications for the above posts. The Chair informed Members that the Handyman role may be able to be incorporated into a new Parks role. There was only one suitable applicant for the position of Caretaker at the Grove Hall. It was, therefore,

RECOMMENDED

that the Handyman role be put on hold for the time being and that the Chair and the Town Clerk interview the suitable Caretaker applicant as soon as possible.

70 ADDITIONAL PAYMENT FOR CARETAKER COVER

Members were asked whether consideration could be given to awarding the Caretaker of the Church Road Hall an additional payment for the extra responsibility of covering the Grove Hall. It was

RECOMMENDED

that the Church Road Hall Caretaker be awarded an honorarium for the additional work.

71 REQUEST FOR PAY INCREASE

Members were provided with a letter from a member of the Leisure Centre staff requesting a pay increase. It was,

RECOMMENDED

that this request be put on hold until the staffing issues at the Centre had been resolved.

72 FURTHER REQUEST FOR PAY INCREASE

Members were provided with a letter and supporting statement from a member of staff requesting a pay increase. It was,

RECOMMENDED

that the request be refused at the present time. Members felt that the role was commensurate with the salary being paid. The Clerk was asked to inform the member of staff that once an annual appraisal scheme was put in place, incremental pay increases would be considered at that time. The Clerk was also to advise the member of staff that there was insufficient funds within the budget.

73 PETROL ALLOWANCE

Members were provided with a copy of the updated petrol allowances issued by NJC. It was,

RECOMMENDED

that the new allowances be accepted.

74 OTHER STAFF ISSUES

Members were provided with further information regarding this issue. It was,

RECOMMENDED

to defer this item for the time being.

75 MODEL PARENTAL LEAVE SCHEME

Members were provided with a copy of the Model Parental Leave Scheme. It was,

RECOMMENDED

that the Town Council adopt the Model Scheme.

76 FLEXIBLE WORKING

The Town Clerk advised Members that details would soon be emerging regarding flexible working. It was,  
NOTED

77 ANNUAL APPRAISAL SYSTEM

The Town Clerk advised Members that, at present, there was no procedure in place for annual appraisals and this was something that she wanted to introduce in time. It was,

RECOMMENDED

that the Town Clerk undertake the necessary preparation work and report back to the Personnel Committee before any system was introduced.

The Meeting closed at 8.25 pm.

*BE Read*

MINUTES of the LEISURE CENTRE COMMITTEE  
held at the 12 HIGH STREET, GREENHITHE on  
WEDNESDAY, 11<sup>TH</sup> JUNE 2003 AT 6.30 PM

PRESENT:

Cllr. T J Carrington (Chair)	Cllr. M Murphy
Cllr. C Broadley	Cllr. P Scanlan
Cllr. C Creed	Cllr. B E Read

78 APOLOGIES FOR ABSENCE

Apologies were received from Councillors' D Bennett and V Openshaw.

79 DECLARATIONS OF INTEREST

No alterations were made to the register.

80 MINUTES OF THE MEETING HELD ON 31 OCTOBER 2002

The Minutes of the Leisure Centre Committee held on 31 October 2002 were accepted as a true record. Proposed by Councillor B E Read and seconded by Councillor T J Carrington.

81 EXCLUSION OF PRESS AND PUBLIC

Due to the confidential nature of the business to be transacted, it was,

RESOLVED

that the Press and Public be excluded from the Meeting whilst the next Agenda items were discussed.

82 STAFFING

Members were advised of the current staffing situation at the Leisure Centre and the changes that the Clerk wished to make. There were currently three full-time positions and two part-time. As the Council was actively recruiting for one full-time recreation supervisor and also now a Senior Recreation Supervisor, the Clerk felt it an appropriate time to review the current staffing positions. It was proposed that the Council employed four full-time Members of staff and no part-time. She provided Members with a copy of rota based on this level of staffing. Members were also advised that both of the current part-time staff had applied for the recreation supervisor position. It was, therefore,

RECOMMENDED

that the Committee accepted the changes to staffing levels and that the two part-time staff be offered a full-time position, leaving the Personnel Committee to interview for the remaining full-time post.





83 SENIOR RECREATION SUPERVISOR

As Members were advised that the Senior Recreation Supervisor had resigned, the Clerk proposed that a full-time Member of staff be offered the position of "Acting" Senior Recreation Supervisor. The Clerk advised Members that she felt that this person would make an excellent Manager and her reasons for this. It was,

RECOMMENDED

that the Clerk's proposal be accepted and that the position be advertised internally.

84 OPENING HOURS

The Clerk advised Members that she felt the opening hours at the Centre at the weekends should be reduced and gave her reasons for this. Members were provided with a copy of other local Leisure Centre opening hours for comparison. The Clerk also advised that she wished the Committee to agree to the Centre being closed on Easter Sunday. It was,

RECOMMENDED

that the Clerk's proposals be accepted and that the new hours would be 9 am to 11 pm Monday to Friday, 10 am to 7 pm Saturday and 10 am to 9 pm on Sunday.

85 DECORATING THE BAR

Members were advised that the Thames Bar needed painting. It was,

RECOMMENDED

that the Clerk liaise with the Finance Chair to ensure sufficient funds in the budget were available before going ahead.

The Meeting closed at 7.07 pm.



MINUTES of the MEETING of the PERSONNEL COMMITTEE  
held at the GROVE HALL, THE GROVE, SWANSCOMBE on  
THURSDAY, 12<sup>TH</sup> JUNE 2003 AT 6. PM

PRESENT:

Cllr. B E Read (Chair)  
Cllr. Mrs C Angell

Cllr. L J Bobby

86 APOLOGIES FOR ABSENCE

Apologies were received from Councillor C Creed.

87 DECLARATIONS OF INTEREST

No additions or amendments were made to the list.

88 EXCLUSION OF PRESS AND PUBLIC

Due to the confidential nature of the business to be transacted, it was,

RESOLVED

that the Press and Public be excluded from the Meeting whilst the next Agenda items were discussed.

89 STAFFING

Members were advised of the results of the Leisure Centre Committee whereby new staffing structures had been agreed. It was therefore,

RECOMMENDED

that both part-time Members of staff be offered a full-time position and that their salary scales would be spinal point 9 for the more junior and spinal point 10 for the more senior and that the current member of staff being made "Acting" Senior Recreation Supervisor be increased to spinal point 15. It was also recommended that the position be advertised internally as soon as possible and that the salary be reviewed again at that time.

90 INTERVIEWS FOR RECREATION SUPERVISOR

Members reviewed the applications for the above post. It was,

RECOMMENDED

that the Town Clerk arrange interviews as soon as possible and that Councillors' B E Read, Mrs C Angell and L J Bobby along with the Town Clerk sit on the interview panel.

91 CARETAKER OF GROVE HALL

Members were advised that the position had been filed.

The Meeting closed at 6.45 pm.

MINUTES of the MEETING of the FINANCE AND GENERAL PURPOSES  
COMMITTEE held at the LEISURE CENTRE, CRAYLANDS LANE  
SWANSCOMBE on THURSDAY 12<sup>th</sup> JUNE 2003 AT 7.30 PM

PRESENT:

	Cllr. B E Read – Chair	
Cllr. Mrs C Angell		Cllr. M Murphy
Cllr. L J Bobby		Cllr. D M Rowlands
Cllr. C Broadley		Cllr. P A Read
Cllr. Mrs A R Harvey		Cllr. K Sangar
Cllr. M D G Jackson		Cllr. P Scanlan
Cllr. M Munn		Cllr. G B Tripp

78 MINUTES OF THE MEETING HELD ON 20 MARCH 2003

The Minutes of the Meeting held on 20 March 2003 were approved and signed as a true record. Proposed by Councillor B E Read and seconded by Councillor L J Bobby.

79 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors' D J Bennett, C Creed, T J Carrington, B Fitzpatrick, J A Hayes, Mrs I A Read and V Openshaw.

80 DECLARATIONS OF INTEREST

No additions or amendments were made to the list.

81 INCOME AND EXPENDITURE FOR THE MARCH 2003

Members were provided with a copy of the income and expenditure for March 2003 as set out in the annexed list. It was,

RECOMMENDED

that the figures be accepted.

82 COUNCIL INSURANCE POLICY

Members were asked to approve the payment of the annual insurance policy, which for the current financial year totalled £10536.60. The Town Clerk informed Members that this figure had increased by £2775.18 on the previous year's renewal fee. Members were advised that there were insufficient funds in the budget for this. However, just over £2,000 was expected from the sale of 2 Church Road and approximately £13,000 was being refunded from the overpayment of rates on the Leisure Centre. It was therefore,

RECOMMENDED

that the insurance premium be paid and that the remaining balance be taken from the incoming funds.

83 VALUATION AND SURVEY FEES - PAVILION

Members were asked to approve the payment of Robert Ingram's bill for £4332.81 being the amount charged for his involvement in the negotiations on the Sports Pavilion Lease renewal. It was,

RECOMMENDED

that the bill be paid.

84 AUDIT COMMISSION

Members were provided with a copy of the annual return to the Audit Commission for the year end 31 March 2002. Members were asked to approve the Statement. It was,

RECOMMENDED

that the statement be signed and that a risk assessment procedure be implemented for the next annual return.

85 KENT WILDLIFE TRUST

Members were asked to approve the annual subscription of £24 to Kent Wildlife Trust. It was,

RECOMMENDED

that the subscription be paid.

86 MMI SCHEME

Members were provided with a copy of the MMI Scheme of Arrangement relating to the 6 months ending 31 March 2003. It was,

NOTED

87 INTERNAL AUDITOR

Members were asked to consider a rate increase for the Internal Auditor and Trainer, Mrs Savill. It was,

RECOMMENDED

that the rate be increased by 50p, to £10.50 per hour, due to budget restrictions.

88 AGENDA DELIVERY DRIVER

Members were asked to consider giving the agenda delivery driver an increase, as the number of Councillors to whom he delivered had increased. It was,

RECOMMENDED

that the rate be increased to £6.50 per delivery.

89 CHARGE ON PROPERTY

Members were advised that, back in 1992, a charge was made to a property in Church Road following a dispute with the owner over access rights. The court put a charge on the property for approximately £2,000. The Clerk advised that the owner had contacted the Town Council as he now wished to sell the property and settle the charge. Members were informed that the Town Council's solicitor had been contacted to deal with this matter. He advised that the outstanding balance stood at £2157.70 and that it may be possible to charge interest on this amount. The owner would also be responsible for paying the Town Council's legal fees in this transaction. It was,

NOTED

90 WEB TV PROJECT

Members were provided with information on Dartford Borough Council's WEB TV Project. It was,

RECOMMENDED

that a letter be sent to Dartford Borough Council enquiring whether the responsibility for the insurance would fall to the householder and what would be the long term planning.

91 ASDA'S RESTAURANT

As Members had heard rumours that Asda were thinking about changing the restaurant area in to a coffee shop, they asked that this be investigated. Asda confirmed that at the present time there were no plans to change its current use. It was,

NOTED

92 KENT THAMESIDE – THE PAST IN THE FUTURE

Members were provided with a copy of the Town Council's response to this consultation together with a reply from Kent Thameside. It was,

NOTED

93 SWANSCOMBE INFANT SCHOOL

Members were provided with a copy of a thank you letter from the School. It was,

NOTED

94 MOTOR CYCLE NUISANCE

Members were provided a copy of a letter that had been written to a local resident, who had been involved in the riding of motorcycles in the Heritage Park and a copy of her response. It was,

RECOMMENDED

that a reply be sent in the strongest terms advising that any further occurrences would result in prosecution.

Councillors' C Broadley and M Murphy entered the Meeting at 8.10pm

95 SWANSCOMBE CEMETERY

Members were provided with details concerning the locking and unlocking of the cemetery in the evening on behalf of Dartford Borough Council and copies of correspondence between the Town Clerk and Anne Larter at Dartford Borough Council. It was,

RECOMMENDED

that the Town Clerk arrange a meeting with Anne Larter in order to resolve this issue. It was also recommended that Councillors' B E Read and L J Bobby attend the meeting.

96 SWAN VALLEY COMMUNITY SCHOOL

Members were advised that there were problems with children from Swan Valley Community School congregating in the streets and being abusive and threatening to members of the public. It was,

RECOMMENDED

that a letter be sent to the Associate Head at Swan Valley Community School advising of the problems. The letter should also be copied to Kent County Council's Education Department.

97 DARTFORD & GRAVESHAM NHS TRUST – QUARTERLY BRIEFING

Members were invited to attend the next quarterly briefing on 17 June 2003. It was,

NOTED

98 CHILDCARE AND TRAINING PREMISES AUDIT

Members were provided with a copy of correspondence that had been received from Kent Early Years and Childcare Unit inviting the Town Council to take part in a project which is attempting to identify any premises in Kent that could have the potential to house a childcare or training unit. It was,

NOTED

99 PROPOSED ALTERATIONS TO REGIONAL PLANNING GUIDANCE – ENERGY EFFICIENCY AND RENEWABLE ENERGY

Members were provided with copy correspondence and advised of supporting documentation. It was,

NOTED

100 COMMUNITY CONNECTIONS

Members were advised of the details regarding a new community website being launched by Dartford Borough Council. It was,

NOTED

101 RURAL COMMUNITY WARDENS

Members were provided with information from KCC regarding the above. It was,

NOTED

102 WINGED FELLOWSHIP TRUST

Members had received a request from the Winged Fellowship Trust to make a donation to their charity. It was,

NOTED

103 121 YOUTH BEFRIENDING

Members were asked to assist with funding or part funding for an activity in the Summer of 2003 from the 121 Youth Befriending. It was,

RECOMMENDED

that before a donation was awarded the Town Clerk should clarify whether any activities were planned for the Swanscombe Community.

104 NORTH KENT VICTIM SUPPORT

Members were provided with copy of correspondence from North Kent Victim Support asking for a donation of £25 to its charity. It was,

RECOMMENDED

that £25.00 be donated under a Section 137 contribution and that their poster be displayed.

105 SCHOOL FUN DAY

Members were provided with a copy of a letter received from a pupil at Our Lady's Catholic Primary School in Dartford asking for the Town Council to donate a prize towards the schools fun day on 6 July 2003. It was,

RECOMMENDED

that a day pass to the Leisure Centre be donated.

106 OUTREACH SERVICES IN SWANSCOMBE

Members were provided with a copy of correspondence received from the Dartford Citizens Advice Bureau regarding outreach services in Swanscombe. Dartford CAB requested the use of the Committee Room at the Leisure Centre to provide these services at a reduced rate. It was,

RECOMMENDED

that a fee of £10 per session be charged.



107 KNOCKHALL ESTATE TRAFFIC CALMING

Members were provided with correspondence from Kent Highways regarding the above. It was,

RECOMMENDED

that a letter be sent to Kent Highways thanking them for the information but reiterating Members disapproval with the type of traffic calming.

108 DARTFORD BOROUGH COUNCIL 2002/3 HOUSING STRATEGY STATEMENT

Members were advised that the above document had been received from Dartford Borough Council. They requested Members comments on the Strategy Statement. It was,

NOTED

109 FUNDING STREAMS

Members were provided with a copy of correspondence from Dartford Borough Council regarding the above. It was,

RECOMMENDED

that a copy was sent to small local organisations and displayed.

110 TRANSFER OF LICENCE

Members were advised that an application for a transfer of licence for the Asda Store in Greenhithe had been received. It was,

NOTED

111 DARTFORD COMMUNITY SAFETY PARTNERSHIP ACTION PLAN 2003/04

Members were provided with a copy of correspondence from Dartford Borough Council acknowledging the Town Council's comments on this plan. It was,

NOTED

112 COMMUNITY BEST VALUE REVIEW

Members were advised that the Town Clerk had attended a community best value review workshop at Dartford Borough Council in March of this year. Members were provided with documentation of the outcome of the session. It was,

NOTED

113 KENWARD TRUST – GREY ZEBRA

Members were advised that a letter of thanks had been received from Kenward Trust for the donation of £50 that the Town Council awarded them. Members were also advised that information on the scheme was available in the office. It was,

NOTED

114 REQUEST FOR MAJOR DEVELOPMENT COMMITTEE

Members were provided with a copy of a request that had been received to arrange a meeting of the Major Development Committee. It was,

RECOMMENDED

that a Major Development Working Party meeting be arranged with the results of this meeting being taken back to the Major Development Committee.

115 COMPUTING FOR EVERYONE

Members were provided with details of computer courses being held in the locality. It was,

NOTED

116 CONCESSIONARY FARES

Members were provided with details from Dartford Borough Council regarding the above. It was,

NOTED

117 NALC LARGER LOCAL COUNCILS COMMITTEE

Members were advised that correspondence had been received from KAPC regarding nominations for membership of the Larger Councils Committee 2004. Applications were invited from those with an interest in active participation. It was,

RECOMMENDED

that any interested Member contact the Town Clerk.

118 TRAFFIC CALMING IN EAGLES ROAD

Members were provided with a copy of a letter from Dartford Borough Council concerning the above. It was,

RECOMMENDED

that the Town Clerk write to Kent Highways advising of the Town Council's disappointment on this matter. The Clerk was also requested to write to the resident stating that although the Town Council had no jurisdiction in this particular area, it would still try to place pressure on the relevant local authorities.

119 SWANSCOMBE PENINSULA WEST – ENVIRONMENTAL IMPACT ASSESSMENT

Members were provided with a copy of a letter from Dartford Borough Council concerning the above. It was,

RECOMMENDED

that a letter be sent to Dartford Borough Council informing them that it appeared that the land was being drained and thus was felt that the decrease in marshland could have a detrimental impact on any environmental assessment. The letter should be copied to Kent Wildlife Trust.

120 KAPC – COUNCILLORS INFORMATION DAY

Members were provided with details of the above. It was,

RECOMMENDED

that any Member interested should contact the Town Clerk. The Town Council would pay for up to four Members to attend.

121 BUS SHELTERS

Members were provided with a copy of an Email from Dartford Borough Council concerning Adshel bus shelters. It was,

RECOMMENDED

that the Chairman and Town Clerk compile a list of possible sites for bus shelters and contact Dartford Borough Council to take up the offer of Adshel bus shelters.

122 FUN DAY AT BROOMFIELD ROAD SPORTS GROUND

Members were provided with a copy of a letter that had been received from Swanscombe & Greenhithe Association of Sports Clubs asking to permission to hold a fun day on Broomfield Park on Bank Holiday Monday, 25 August 2003. It was,

RECOMMENDED

that this was permitted as long as it did not interfere with the playing of cricket matches. It was also recommended that a small donation was made to the Town Mayor's Charity Fund.

123 GREENHITHE FORESHORE/INGRESS PARK

Members were informed that Councillor Broadley had had a meeting with Crest Nicholson regarding outstanding items on the development. Councillor Broadley updated Members on the meeting and informed them that the Minutes would be copied to the Town Clerk. It was,

NOTED

124 SWANSCOMBE LIBRARY

Members were advised that Councillor B E Read, Councillor L J Bobby and the Town Clerk would be meeting with Dr Howard Stoate MP and Sarah Hohler, Deputy Cabinet Leader of Kent County Council on 9 July 2003 to discuss this matter. It was,

124 TOWN PLANNING

Members were advised that the following planning applications had been received from Dartford Borough Council for consideration.

DA/03/00467/REM Submission of reserved matters for erection of a detached garage on Plot 40

Plot 40, Waterfront Ingress Park, Greenhithe

OBSERVATIONS No observations providing neighbours were consulted

DA/03/00480/FUL Erection of a single storey rear extension

23 Ames Road, Swanscombe, Kent

OBSERVATIONS No observations providing neighbours were consulted

DA/03/00441/OUT Outline application for the development of up to 450 residential units comprising 21 no. 3 bed houses, 10 no. 2 bed houses, 36 no. 3 bed flats, 180 no. 2 bed flats and 194 no. 1 bed flats together with access road and associated car parking

Site of Korsnas Factory (Paper Sacks), Galley Hill Road, Swanscombe

OBSERVATIONS Members objected to the application as they felt it is overly densified and were concerned with traffic and associated parking problems. Members also requested a site meeting before any further action was taken with this application.

DA/03/00454/FUL Demolition of existing garage & erection of a part single/part two storey/part first floor side extension together with a single storey extension

22 Beaton Close, Greenhithe, Kent, DA9 9QN

OBSERVATIONS Members were concerned about the overall effects on traffic and parking and would suggest that there was consultation with the local population on this application

Members were advised that the following planning application had been received from Kent County Council for consideration.

DA/03/TEMP/0021 To replace existing fencing with new fencing 1.8m high to side and rear of school, Abbey Road & Alexander Road

Knockhall Community Primary School, Eynsford Road,  
Greenhithe, Kent, DA9 9RF.

**OBSERVATIONS** Members objected to the application, as they did not feel the type of fencing was appropriate in appearance. It detracted from the original fencing and it should be painted green to blend in appropriately.

Members were advised that the following granted decision notices had been received from Dartford Borough Council. They were, NOTED.

DA/03/00211/FUL 12 Pentstemon Drive, Swanscombe, Kent  
DA/003/00301/REM Woodlands, Ingress Park, Greenhithe, Kent  
DA/03/00224/FUL 21 Caspian Way, Swanscombe, Kent  
DA/03/00296/FUL 11 Woodland Way, Greenhithe, Kent, DA9 9QU  
DA/03/00282/FUL 31 Kemsley Close, Greenhithe, Kent

Members were advised that the following refused decision notices had been received from Dartford Borough Council. They were, NOTED.

DA/03/00292/FUL Pier Hotel, Greenhithe, Kent  
DA/03/00280/COU 18 Swanscombe Street, Swanscombe, Kent  
DA/03/00387/CPO Swan Valley Community School, Southfleet Road,  
Swanscombe, Kent

Members were advised that the following Inspector's decision notice in respect of an appeal had been received from Dartford Borough Council and was noted.

DA/02/01025/COU 5 High Street, Greenhithe, Kent, DA9 9NL

Members were advised that the following withdrawn notices had been received from Dartford Borough Council and were noted.

DA/01/00210/CPO Bakers Hole, East of Stanhope Road, Swanscombe  
DA/01/00364/CPO Eastern Quarry, Watling Street, Swanscombe  
DA/0-1/00365/CPO Eastern Quarry, Watling Street, Swanscombe  
DA/01/00366/CPO Eastern Quarry, Watling Street, Swanscombe

Members were advised that the following notice of a site meeting had been received from Dartford Borough Council and was noted.

DA/03/00041/FUL 113 Knockhall Road, Greenhithe Kent

5 High Street, Greenhithe, Kent, DA9 9NL

12 June 2003 at 7.30pm

Members were advised that the following planning application had been received from Dartford Borough Council for Members' consideration.

DA/03/00011/COU Change of use of properties to provide a total of 4 residential units.

1 & 2 Neptune Cottages & Village Hall, Pier Road, Greenhithe

**OBSERVATIONS** Members objected to this planning application, as the radical alterations to the front of the village hall would be detrimental to the building in an important conservation area.

The fencing off of Bendigo Wharf was not part of the original agreement. An amount of public space was quoted previously.

To increase from 7 to 9 dwellings is completely against the original agreement and would greatly exacerbate the traffic and parking problems in what was a bad decision in the first place.

#### 125 WATERSIDE PARK, INGRESS

Members were asked whether they were aware that there were plans for benches at Dartford Borough Council.

#### 126 STANHOPE ROAD

Members asked whether there was any update on the proposed Stanhope Road improvements following the siting of lizards.

#### 127 CASH OFFICE

Members asked whether the Town Council had yet received payment for Dartford Borough Council's cash office based at the Leisure Centre.

The Meeting closed at 9.48 pm.

MINUTES of the MEETING of the PERSONNEL COMMITTEE  
held at the GROVE HALL, THE GROVE, SWANSCOMBE on  
THURSDAY, 3<sup>RD</sup> JULY 2003 AT 6.30 PM

PRESENT:

	Cllr. B E Read (Chair)	
Cllr. Mrs C Angell		Cllr. C Creed
Cllr. L J Bobby		Cllr. D Rowlands

128 APOLOGIES FOR ABSENCE

No apologies of absence were received.

129 DECLARATIONS OF INTEREST

No additions or amendments were made to the list.

130 EXCLUSION OF PRESS AND PUBLIC

Due to the confidential nature of the business to be transacted, it was,

RESOLVED

that the Press and Public be excluded from the Meeting whilst the next Agenda items were discussed.

131 MINUTES OF THE MEETING HELD ON 5<sup>TH</sup> AND 12<sup>TH</sup> JUNE 2003

The Minutes of the meetings held on the 5<sup>th</sup> and 12<sup>th</sup> June 2003 were signed and recorded as a true record. Proposed by Councillor B E Read and seconded by Councillor L J Bobby.

132 STAFFING

Members were provided with details of staff sickness since the last meeting. It was,

RECOMMENDED

that sickness levels continue to be monitored.

133 SENIOR RECREATION SUPERVISOR

Members were provided with copies of the application received for the position of Senior Recreation Supervisor at the Leisure Centre. It was,

RECOMMENDED

that the applicant be interviewed on Tuesday 8<sup>th</sup> July 2003 at 11.00 by the Town Clerk and Councillors' Bobby and Read. It was also recommended that the

salary for the position be set at Spinal Point 20 until the probation period has been completed and reviewed again after this time.

134 HONORARIUM

The Town Clerk advised that she would like Members to consider awarding the Leisure Centre staff an honorarium payment for the flexibility and helpfulness they had shown during the difficult staffing problems. It was,

RECOMMENDED

that these staff be awarded an honorarium in the amount of £100 for the more senior member of staff and £75 each for the two other members of staff.

135 BAR STAFF

The Town Clerk advised Members that the previously part-time Leisure Centre staff both worked one bar shift each per week. As they had now gone full time, there was nine hours of bar cover available. The Clerk advised Members that one of the current part-time member's of bar staff would be interested in covering these additional hours but it would be necessary for this person to work 16 hours a week. It was therefore,

RECOMMENDED

that this person be offered the opportunity to take on seven additional hours, making her total weekly hours to sixteen, but with the flexibility of using these hours as and when needed.

136 RECREATION SUPERVISOR

Members were provided with two excellent references for the recently appointed Recreation Supervisor and also confirmation that he was fit for this role. They were,

NOTED

137 GROVE HALL CARETAKER

The Clerk advised Members that she had received confirmation that the Grove Hall Caretaker was fit this type of employment. It was,

NOTED

138 OTHER STAFFING

The Chair of the meeting advised Members that as the recent restructuring of the Leisure Centre staff appeared to be a success, he would like to the Town Clerk to look at the rest of the Town Council's staffing structures. It was,  
RECOMMENDED

that the Town Clerk conduct this research and report back to the Personnel Committee as soon as possible. As the Council would be in Recess, it was



recommended that the Executive Committee be called to deal with any recommendations.

The Meeting closed at 6.48 pm

MINUTES of the MEETING of the SWANSCOMBE and GREENHITHE TOWN  
COUNCIL held at the LEISURE CENTRE, CRAYLANDS LANE, SWANSCOMBE on  
THURSDAY, 3<sup>RD</sup> JULY 2003 at 7.30pm

PRESENT:

Cllr. T J Carrington – Deputy Town Mayor	Cllr. M J Munn
Cllr. Mrs C Angell	Cllr. M Murphy
Cllr. D J Bennett	Cllr. V Openshaw
Cllr. L J Bobby	Cllr. B E Read
Cllr. C Broadley	Cllr. Mrs I A Read
Cllr. C Creed	Cllr. D M Rowlands
Cllr. B B Fitzpatrick	Cllr. K Sangar
Cllr. M D G Jackson	Cllr. P J Scanlan

IN ATTENDANCE:

Mr. P R Defty  
Mrs. G G Prior

139 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors' Mrs A R Harvey, P A Read and Mrs G B Tripp.

140 DECLARATIONS OF INTEREST

No additions or amendments were made to the list

141 MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 15 MAY 2003.

It was,

RESOLVED

that the Minutes of the above Meeting be approved and signed as a true record. Proposed by Councillor L J Bobby and seconded by Councillor D M Rowlands. All agreed.

142 PRESENTATION TO RETIRED COUNCILLORS

A presentation was made to the Councillors that retired from the Town Council at the election on 1 May 2003. The Deputy Town Mayor gave a speech of thanks to those present. Mr P R Defty responded to this speech and wished the new Council well. Councillor B E Read also said a few words of thanks.

143 TOWN MAYOR

Members were informed that Councillor Mrs A R Harvey had had a bereavement in her family and was therefore unable to be present at the meeting. The Town Clerk was asked to send a sympathy card on behalf of the Town Council.

144 DELEGATED POWERS DURING RECESS

150 LORRY PARKING

Members were provided with information from Dartford Borough Council on how it might be able to deal with the problem of lorries parking in the small industrial estate behind the George and Dragon Public House, that are causing disturbance to the residents of All Saints Close. It was,

RESOLVED

that Councillor M J Munn needed to find out further information and bring the matter back to the Council's attention under correspondence at the next available meeting.

151 KCC ANNUAL PLAN 2003/04

Members were advised that a hard copy of this plan would be available in the office by the end of July. It was,

NOTED

152 PARISH NEWS

Members were provided with a copy of the issue no.293 of the Parish News. It was,

NOTED

153 THE CODE IN PRACTICE

Members were advised that the Town Clerk had received a video and workbook from the Standards Board for England regarding the Model Code of Conduct. The Clerk advised that it was available for Members to borrow. It was,

NOTED

154 BEST VALUE PERFORMANCE PLAN AND SUMMARY

Members were advised that a copy of the above plan for 2003/04 was available in the office. It was,

NOTED

155 MANOR PARK

Members were advised that the Town Clerk had requested assistance via Dartford Borough Council for parish initiative funding to help with the costs associated with the upgrade of this play area. The Clerk confirmed that this type of funding had been put on hold until the new Officers at Dartford Borough Council had reviewed it. It was,

RESOLVED

that the Town Clerk, Parks Foreman and Chair of the Finance & General Purposes Committee meet to decide what interim work can be carried out on this play area.

156 SWANSCOMBE NEIGHBOURHOOD RENEWAL ACTION PLAN

Members were provided with an initial assessment report from the team of consultants that had been engaged by Dartford Borough Council to undertake

that the Town Council respond to Kent County Council advising that it was agreeable to the diversion on the footpath providing that Crest Nicholson signs the Section 38 Agreement and that a rider is included to ensure that the riverside path is repaired and maintained and that a kissing gate is installed at the Western end of the Foreshore to inhibit the use of illegal motorcyclists,

164 NEW ROADS AT INGRESS PARK

Members were informed that the Town Clerk had been contacted by Dartford Borough Council for advice on new road names at Ingress Park. It was,  
RESOLVED

that actions of the Town Clerk be approved and that a list is compiled of further possible names. Members were advised to contact the Clerk with suggestions. It was also resolved that Members think about possible road names for Eastern Quarry.

165 EASTERN QUARRY

Members were provided with details that the Town Clerk intended to send to Dartford Borough Council as the Town Council's response on any proposed footpaths/safe routes etc and urban park at Eastern Quarry. It was,  
RESOLVED

that this response was sent and that Dartford Borough Council also provide clarification on the transportation assessment that had been undertaken.

166 MANAGEMENT CONTRACT FOR THE LEISURE CENTRE

Members were advised that the deadline for tender had been increased to 25 July 2003. However, Members were provided with information regarding another company who may possibly be interested in tendering. It was,

RESOLVED

that the Town Clerk contact this company and clarify whether they might be interested in tendering and to arrange a meeting as soon as possible with them, the Chair of the Recreation, Leisure and Amenities Committee and the Leader of the Council. It was also resolved that this matter be dealt with by the Executive Committee during the recess.

167 MINUTES OF THE RECREATION, LEISURE AND AMENITIES COMMITTEE HELD ON 22 MAY 2003

It was,

RESOLVED

that the Minutes of the Recreation, Leisure and Amenities Committee held on 22 May 2003, be confirmed and that the recommendations therein adopted. Proposed by Councillor B E Read and seconded by Councillor D Rowlands.

168 MINUTES OF THE PERSONNEL COMMITTEE HELD ON 5 AND 12 JUNE 2003

It was,

to provide 9 no.2 bedroom apartments together with 12 no. parking spaces and associated access

34-40 Station Road, Greenhithe

OBSERVATIONS

Members felt it inappropriate for this application to be approved without consideration to the urban design on the Fairview development. Members requested a consistency of approach and also that they were concerned about the height of the building and its density.

Members were advised that the following planning applications had been received from Kent County Council for consideration.

DA/99/706/R24

Details pursuant to condition 24 of the planning permission - details of drainage attenuation pond

Bakers Hole, Northfleet

OBSERVATIONS

No observations

DA/99/706/R6

Details pursuant to condition 6 of the planning permission – restoration, landscape and management plan

Bakers Hole, Northfleet

OBSERVATIONS

No observations

Members were advised that the following “granted” decision notice had been received from Kent County Council. It was, NOTED

DA/03/387

A new detached garage to house three mini buses with storage in the roof space

Swan Valley Community School,  
Swanscombe

Members were advised that the following planning application had been received from Kent County Council for consideration.

DA/03/TEMP/0027

Renewal of temporary permission for a resource centre at no. 37 and change of use to a resource centre for young persons (class D1) at no. 39 Swanscombe Street.

37-39 Swanscombe Street, Swanscombe

OBSERVATIONS

No observations.

The Deputy Town Mayor, Councillor T J Carrington confirmed that he would be opening the new Discovery Centre at Swan Valley Community School on Saturday 5<sup>th</sup> July 2003 at 12.30 pm.

173 FOXES

Members were asked whether there was any procedure to deal with the problem of foxes.

174 GRASS VERGES

Members were asked whether Dartford Borough Council employed contractors to maintain the grass verges.

The Meeting closed at 8.47 pm



MINUTES of the EXECUTIVE COMMITTEE held at the LEISURE CENTRE,  
CRAYLANDS LANE, SWANSCOMBE  
on THURSDAY, 7<sup>TH</sup> AUGUST 2003 at 7.30 PM

PRESENT:

Cllr. B E Read – Chair	Cllr. M J Munn
Cllr. L J Bobby	Cllr. V Openshaw
Cllr. C Creed	Cllr. Mrs I A Read
Cllr. J A Hayes	Cllr. P J Scanlan

175 APOLOGIES FOR ABSENCE

Apologies for absence were received Councillors' Mrs C Angell, T J Carrington and K Sangar.

176 SUBSTITUTIONS

Councillor Mrs I A Read attended in substitution of Councillor T J Carrington.

177 CHAIR OF MEETING

It was,

RESOLVED

that Councillor B E Read Chair the meeting. This was proposed by Councillor L J Bobby and seconded by Councillor C Creed.

178 EXCLUSION OF PRESS AND PUBLIC

Due to the confidential nature of the business to be transacted, it was

RESOLVED

that the Press and Public be excluded from the Meeting whilst the next agenda items were discussed.

179 EMPLOYMENT TRIBUNAL

Members were provided with documentation that had been received by Employment Tribunals regarding a case that had been brought against the Town Council from an ex-employee. Members were also provided with the background information to the case along with the copy of the Council's intended response to the Tribunal. It was,

RECOMMENDED

that the Town Clerk forward the documentation to its solicitors for their comment and assistance with the matter.

180 SPORTS PAVILION – OUTCOME OF COURT HEARING

Members were advised of the outcome of the court case regarding the lease on the Pavilion. Members were informed of the minor changes to the terms of the lease and the rent figure finally agreed. It was,

RECOMMENDED

that actions of the Working Party present at the Court Hearing be endorsed by Members.

180 SPORTS PAVILION – OTHER ISSUES

Members were provided with a copy of a letter that the Town Clerk had drafted to the Swanscombe and Greenhithe Association of Sports and Social Clubs regarding backdated rent, backdated proportion of bills owed from the commencement the new lease and other outstanding items regarding the squash court electricity meter and the men's showers. It was,

RECOMMENDED

that the letter be revised to take into account interest accrual on any late payment of the outstanding balances and also that the letter be forwarded to the Town Council's solicitor before being sent to the Association.

181 MANAGEMENT CONTRACT FOR LEISURE CENTRE

Members were advised of the situation regarding the tenders for the management contract on the Leisure Centre. Members were informed that only one positive response had been received, which had been opened in the presence of Councillors' L J Bobby, B E Read and the Town Clerk at 7.15 pm on 7 August 2003. It was,

RECOMMENDED

that the Chair of the Finance & General Purposes Committee and the Chair of the Recreation, Leisure and Amenities Committee along with the Town Clerk, review the document and report back to the full Town Council.

182 SWANSCOMBE COMMUNITY GROUP

Members were advised of correspondence that had been received from Groundwork Kent Thames-side regarding setting up a Swanscombe Community Group. Groundwork requested that a Member of the Town Council be elected to sit on this new Group. It was

RECOMMENDED

that the Town Clerk respond to Groundwork advising that they would elect a Member of the Town Council and that they would be informed who this would be once the first meeting had been set up.





183 COUNCIL PREMISES

Councillor Read informed Members that he was in negotiations with Dartford Borough Council regarding the possibility of securing new premises for the Town Council's offices and Chamber. He advised that details would be presented to the full Town Council.

184 COMMUNITY WARDENS

Members were advised that the Town Council had been successful in obtaining two community wardens. These were due to be recruited in October 2003 and in post by January 2004 after training.

184 BUS SHELTERS

Members were informed that Dartford Borough Council was likely to be able to install new Adshel bus shelters in Swanscombe & Greenhithe. Members were also informed that a list of appropriate positions had been compiled by the Town Clerk. It was,

RECOMMENDED

that the Town Clerk liaise with Dartford Borough Council on the positions of these bus shelters and that monies available in the budget for purchasing new shelters, be used to repair the existing ones.

185 TOWN PLANNING

Members were advised that the following planning applications had been received from Dartford Borough Council for consideration:

DA/03/00694/FUL

Erection of a detached 3 storey building with basement to provide 3 No.2 bed and 1 No.3 bed apartments with associated parking at basement level

Neptune Slipway, Pier Road, Greenhithe

OBSERVATIONS:

Members objected to this application as per annexed letter

DA/03/00699/TDA

Erection of a 12.5 m high slimline monopole housing 3 sector antennae together with a radio equipment cabinet

Site 100m South of Bluewater Entrance Roundabout, Bean Road, Greenhithe

OBSERVATIONS:

Members objected to this application because of the closeness to the pavement and the poor visual impact



MINUTES of the MEETING of the RECREATION, LEISURE & AMENITIES  
COMMITTEE held at the LEISURE CENTRE, CRAYLANDS LANE  
SWANSCOMBE on THURSDAY 18<sup>TH</sup> SEPTEMBER, 2003

PRESENT:

Cllr. T J Carrington – Chair	Cllr. M D G Jackson
Cllr. Mrs C Angell	Cllr. M J Munn
Cllr. D J Bennet	Cllr. V Openshaw
Cllr. L J Bobby	Cllr. B E Read
Cllr. C Creed	Cllr. Mrs I A Read
Cllr. Mrs A R Harvey	Cllr. D M Rowlands
Cllr. J A Hayes	Cllr. Mrs G B Tripp

IN ATTENDANCE: Mr Les Howel, Parks Foreman

187 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors' C Broadley, B B Fitzpatrick, M Murphy, P A Read, K Sangar and P J Scanlan.

188 MINUTES OF THE MEETING HELD ON 22<sup>ND</sup> MAY 2003

The Minutes of the Meeting held on 22<sup>nd</sup> May 2003 were signed and approved as a true record. Proposed by Councillor B E Read and seconded by Councillor L J Bobby.

189 DECLARATIONS OF INTEREST

No additions or amendments were made to the registered list.

190 PARKS REPORT

Members were provided with a report from the Parks Foreman which was NOTED, apart from the following items.

191 GREENHITHE FORESHORE

Members were advised of concerns that the Parks Foreman and the Town Clerk had in relation to the development at the Foreshore. It was,

RECOMMENDED

that the Town Clerk write to Crest Nicholson requesting a meeting with them in order to resolve the issues.

192 SAXON COURT

The Parks Foreman advised Members that he was obtaining quotes to erect higher fencing. It was,

RECOMMENDED

that once quotes were received, the Town Clerk liaise with the Chair and the Finance & General Purposes to Chair to progress the matter.

193 PLAY AREAS

Members were advised of the situation with Manor Park. The Town Clerk advised Members that she wished to upgrade all the Council's play areas with the funds allocated in the current financial budget and budget for a new play area for Manor Park in the next financial year. The Clerk also suggested that equipment should be purchased that could be added to so that the play area could be budgeted for correctly over a few financial years. It was,

RECOMMENDED

that the proposals by the Town Clerk be accepted.

194 BROOMFIELD SPORTS GROUND

The Parks Foreman advised Members that complaints were being received from the football clubs regarding the showers at the Sports Pavilion and general cleanliness. The Clerk advised that she was in the process of arranging a meeting with the Sports Association to address such matters. It was, NOTED.

195 SWANSCOMBE PARK

Members were advised of concerns that the Parks Foreman had with the condition of the Bowls Green. It was,

RECOMMENDED

that the Town Clerk write to the Club asking for them to provide details of planned maintenance. The Clerk was also requested to thank them for an enjoyable evening of bowling that they arranged.

196 SWANSCOMBE PARK – PATH

The Parks Foreman gave Members an estimate for the cost of reinstating a path in the Park. It was,

RECOMMENDED

that the Parks Foreman get a definitive price and liaise with the Chair of the Finance & General Purposes Committee.

197 ANTI-SOCIAL BEHAVIOUR IN SWANSCOMBE PARK

The Parks Foreman advised Members of the problems that had been encountered in the Park. Members were also provided with a letter received from a local resident complaining about anti-social behaviour. It was,

RECOMMENDED



that the Parks Foreman confirm descriptions of the youths concerned to the Town Clerk in order that she may forward the information to the Police. The Clerk was also instructed to write to the local resident with actions to take when incidents occurred and to forward the letter to the Police.

198 PUTTING GREEN

The Parks Foreman advised Members that he wished to use part of the putting green as a working yard. It was,

RECOMMENDED

that a site meeting be held with the Chair and the Chair of the Finance and General Purposes Committee before progressing this matter further.

199 WATER SUPPLY FOR FOOTBALL PITCHES

Members were provided with approximate costs of a portakabin with showers for use as changing rooms when the football pitches were available for use. It was,

RECOMMENDED

that the Town Clerk explore funding possibilities for financial assistance with the purchase of changing rooms and that the Parks Foreman explore getting water supplies to the pitches.

200 VALLEY VIEW

Members were advised of the current position with this play. The Parks Foreman raised concerns about some of the trees that were subject to Tree Preservation Orders. He also advised of concerns for safety when exiting the play area. It was,

RECOMMENDED

that the Parks Foreman speak to Eric Davies at Dartford Borough Council about these issues and report back to the Committee.

201 MESS ROOM

The Foreman wished to update the Mess Room and brick up some windows. He also wished to purchase a CCTV camera to use on problem spots within the Park. It was,

RECOMMENDED

that he update the Mess Room and purchase a CCTV camera.

202 TREES

Members were advised that a report was being obtained on all Town Council trees which would be presented to the Committee.

203 CRICKET CLUB

Members were provided with correspondence received from the cricket club requesting to reduce their use of the pitch in the 2004 season. It was,

RECOMMENDED

that their request be accepted and that the Town Clerk contact the league to inform them of the additional pitch availability.

204 DISABLED ACT

Members were advised that the Town Clerk was trying to obtain information on the new regulations. It was, NOTED.

205 UNLAWFUL ENCAMPMENTS

Members were provided with details of a meeting held with the Unlawful Encampments Officer at Dartford Borough Council. It was, NOTED.

206 BOLLARDS IN GREENHITHE, HIGH STREET

Members were provided with correspondence received from Highways at Dartford Borough Council regarding problems in the High Street, Greenhithe and the suggested response from the Town Council. It was,

RECOMMENDED

that the response be sent with some minor additions/amendments by the Chair.

207 RELAMPING OF SPORTS HALL

Members were advised that the sports hall had not been relamped for several years. It was,

RECOMMENDED

that these essential works be undertaken and that it should continue to be done on an annual basis.

208 FLOORING IN BAR

The Clerk advised Members that during recess she had to have the flooring replaced in front of the bar. It was,

RECOMMENDED

that the actions of the Clerk be endorsed.

209 EXCLUSION OF PRESS AND PUBLIC

Due to the confidential nature of the business to be transacted, it was,

RECOMMENDED



that the Press and Public be excluded from the Meeting whilst the next agenda item was discussed.

210 COUNCIL OFFICES

Members were provided with details on the Council offices. It was,

RECOMMENDED

that Council adopts the proposals as put forward and that Dartford Borough Council were to now proceed with the issue.

211 LEISURE CENTRE CHRISTMAS PANTOMIME

Members were provided with details of the event proposed for this year. It was,

RECOMMENDED

that the Pantomime be organised instead of a children's party, but to change the date if possible, because of a clash with another event. It was also recommended that the Council contribute £150 towards the cost.

212 GROUNDS MAINTENANCE

Members were provided with correspondence from Dartford Borough Council regarding their Grounds Maintenance and Playgrounds Contract. It was, NOTED.

213 COMMUNITY BEST VALUE REVIEW

Members were advised that the objectives recommended by Dartford Officers for the Arts Section of the Best Value Review had been received. It was, NOTED.

214 BEAN PARISH COUNCIL REVIEW

Members were advised that a review of Bean Parish Council was being conducted. It was, NOTED.

215 DARTFORD & GRAVESHAM NHS TRUST

Members were provided with details of the next Quarterly Briefing Meeting. It was, NOTED, and also,

RECOMMENDED

that the correspondence be forwarded to Mr & Mrs J C D Holmes for information.

216 PARISH NEWS & KPA NEWS

Members were provided with a copy of the Parish and KPA News. They were, NOTED.

217 CRAYLANDS LANE DEVELOPMENT



The Town Clerk advised Members that the Craylands Lane Section 106 Agreement was nearing completion. Members were also advised that there were some legal issues that needed clarification with Dartford Borough Council before the final completion certificates could be signed. It was, NOTED.

218 SWANSCOMBE LIBRARY

Members were advised of the details of a meeting that the Town Clerk along with Councillors' Read and Bobby had had with the Deputy Leader of Kent County Council and the local MP for Dartford, Dr Howard Stoate, regarding the possibility of the Library coming back into the Town Council's ownership. Members would be provided with further information once available.

219 MAJOR DEVELOPMENTS

Members were provided with a copy of a report from the Major Development Working Party, held on 23 July 2003. It was, NOTED. Comments had been received from Councillors' Fitzpatrick and Murphy regarding the Environmental Statement received for Swanscombe Peninsula West. It was,

RECOMMENDED

that these be used as the Town Council's response to the Statement that they be thanked for their comprehensive response. It was also,

RECOMMENDED

that Councillor Jackson comment on the Transport Strategy for Ebbsfleet; that Councillor Carrington provide comment on the Leisure Strategy for Ebbsfleet in addition to Councillor Creed's comments and that Councillor Angell comment on Visual Impact Assessment for the Springhead Quarter Master Plan and that the comments be incorporated in the Town Council's overall response on these developments at its next Major Development Working Party meeting with Dartford Borough Council.

220 VALLEY VIEW

Members were advised that the works to this play area were scheduled for September 2003. It was, NOTED.

221 TOWN PLANNING

Members were advised that the following planning applications had been received from Dartford Borough Council and were dealt with during recess.

DA/03/00606/FUL

Demolition of existing garage & erection of a 3 bedroom detached house with attached garage & associated access.

Rear of 41 Valley View, Greenhithe, Kent, DA9 9LU

OBSERVATIONS

A site meeting was requested before progressing this application further.

DA/03/00576/REM	Submission of details relating to cycle storage for blocks 3, 4 & 5 pursuant to Condition 10 of Planning Permission DA/02/00030 for residential development
	Plot No. S 83-86, 125-145 & 152 Ingress Park, Greenhithe, Kent
OBSERVATIONS	No observations providing neighbours are consulted
DA/03/00577/FUL	Erection of a rear conservatory
	19 St Peters Close, Swanscombe, Kent, DA10 0BD
OBSERVATIONS	No observations providing neighbours are consulted
DA/03/00596/REM	Submission of details relating to boundary treatment pursuant to Condition 11 of Planning Permission DA/00/586/FUL for residential accommodation
	Bendigo Wharf, Pier Road, Greenhithe
OBSERVATIONS	Councillors are concerned that the developer is now promoting a gated development when it was originally stated at a site at Bendigo attended by Control Board members that the development would be "open to be public".
DA/03/625/FUL	Erection of a detached 3 bedroom house with integral garage
	R/O 37-40 Craylands Lane, Swanscombe
OBSERVATIONS	Members are concerned that the drive comes out on to a heavily used busy road. Members are also concerned that the garage and drive come out adjacent to a bus stop location. This is also over intense development of the area.
DA/03/00631/COU	Change of use of dwelling house to form two self contained flats
	59 Milton Street, Swanscombe
OBSERVATIONS	Members object to this application due to an increase in parking needs on an already extremely overcrowded road.
DA//03/00637/FUL	Erection of a conservatory
	20 Whites Close, Greenhithe
OBSERVATIONS	No observations providing neighbours are consulted



DA/03/00622/COU	Change of use of 2 garages to form ancillary office accommodation to Seabrook House  Rear of Seabrook House, 128 Stanhope Road, Swanscombe, Kent
OBSERVATIONS	No observations but consideration needs to be given to owners of adjacent garages so that they are able to gain continued access.
DA/03/00639/REM	Submission of reserved matters pursuant to Condition 1 of Planning Permission DA/98/00664/OUT for the erection of a pair of 3 bedroom semi detached houses with associated parking & access  Land adjacent 17 The Dell, Greenhithe, Kent
OBSERVATIONS	No observations providing neighbours are consulted
DA/03/00638/REM	Submission of details pursuant to Condition 4, 6 and 9 relating to specification of fill materials, method and directions of earthworks operations and closure report of DA/03/00007/FUL for raising of ground  Ingress Abbey, The Woodlands, Ingress Park
OBSERVATIONS	No observations
DA/03/00654/REM	Submission of details relating to proposed topsoiling pursuant to Condition 2 of Planning Permission DA/02/00007/FUL in connection with raising the ground levels  Woodlands Ingress Park, Greenhithe, Kent
OBSERVATIONS	No observations
DA/03/00673/FUL	Placing of Reno mattress to stabilise river bank  Riverside Footpath Ingress Park Greenhithe
OBSERVATIONS	No observations
DA/03/00659/COU	Change of use of industrial unit to provide 4 band practice units on ground floor and storage on first floor  Unit M5 Kent Kraft Industrial Estate, Lower Road, Northfleet
OBSERVATIONS	No observations

DA/03/00041/FUL	Erection of a four storey side extension with converting property to provide four one bedroom apartments and provision of cycle/storage shed and bin stores  113 Knockhall Road, Greenhithe, Kent DA9 9EY
OBSERVATIONS	No observations providing neighbours are consulted
DA/03/00699/TDA	Application for determination pursuant to Part 24 Class A of the Town and Country Planning (General Permitted Development) Order 1995 as to whether prior approval is required for the erection of a 12.5m high slimline monopole housing 3 sector antennae together with a radio equipment cabinet  Site 100m South of Bluewater Entrance Roundabout Bean Road, Greenhithe, Kent
OBSERVATIONS	Members objected to this application due to the closeness to the pavement and because of the poor visual impact.
DA/03/00694/FUL	Erection of a 3 storey building with basement to provide 3 No. 2 bed & 1 No. 3 bed apartments with associated parking at basement level.  Neptune Slipway, Pier Road, Greenhithe
OBSERVATIONS	See attached
DA/03/00719/FUL	Erection of a two storey extension  19 The Crescent, Greenhithe, Kent, DA9 9EP
OBSERVATIONS	No observations providing neighbours are consulted
DA/03/00759/OUT	Outline application for the erection of a block of 6 No. 1 bedroom flats together with 4 car parking spaces  Land adjacent 28-30 All Saints Close, Swanscombe
OBSERVATIONS	Members requested a site meeting before this application is taken any further
DA/03/00734/FUL	Demolition of existing garage & erection of a single storey side extension to form self contained unit  2 London Road, Greenhithe, Kent
OBSERVATIONS	No objections provided off road parking is adequate

for size of property and that neighbours are informed

DA/03/00741/FUL

Re-routing a part of public footpath (DS6), erection of a new fence on eastern boundary, light columns by main entrance, and route marking signage, formation of new footpath, provision of an entrance feature, 3 new monuments, together with associated landscaping

Swanscombe Heritage Park, Craylands Lane, Swanscombe

OBSERVATIONS

No observations

Members endorsed the actions taken by the Leader of the Council and the Clerk taken during recess.

Members were advised that the following planning applications had been received from Kent County Council and were dealt with during recess.

DA/99/706/R23

Details pursuant to condition 23 of planning permission reference DA/99/706 – relating to archaeology.

Bakers Hole, Northfleet, Kent

OBSERVATIONS

No observations

DA/03/TEMP/0030

Kent Thameside Fastrack, Everard's Link Phase 1, being the provision of a bus priority route and interchange, including associated landscaping works, that will form part of the Kent Thameside Fastrack major scheme

Land immediately north of the railway line and immediately east of Station Road, Greenhithe, Kent

OBSERVATIONS

Members are concerned about the possibility of noise pollution to adjacent to residential properties and wish to see conditions to control this concern.

Members are also concerned that the adjacent planning proposal for Everard's site office block is not compatible. Members would like to see an overall plan showing both sites including parking, traffic routes and ground levels. Members are also very concerned with the affects that this development could have on the residents of Admirals Walk

DA/03/00627

Kent Thameside Fastrack, Everard's Link Phase 1, being the provision of a bus priority route and



interchange, including associated landscaping works, that will form part of the Kent Thameside Fastrack major scheme

Land immediately north of the railway line and immediately east of Station Road, Greenhithe, Kent

Additional information – Reptile Survey Report  
Final results

OBSERVATIONS                      No observations

Members endorsed the actions taken by the Leader of the Council and the Clerk.

Members are advised that the following granted decision notices were received from Dartford Borough Council during Recess.

DA/02/1028/CTRL	Ebbsfleet Valley Railway Station Ebbsfleet Northfleet
DA/03/00453/REM	Abbey Boulevard, Ingress Park, Greenhithe
DA/03/00422/FUL	27 Watermans Way, Greenhithe, Kent
DA/03/00425/TPO	Land adjacent Plot VQ12 (21 Watermans Way), Ingress Park, Greenhithe, Kent
DA/02/00992/FUL	13 Trebble Road, Swanscombe
DA/03/00480/FUL	23 Ames Road, Swanscombe, Kent
DA/03/00454/FUL	22 Beaton Close, Greenhithe
DA/02/1033/REM	Woodlands, Ingress Park, Greenhithe
DA/03/00638/REM	Ingress Abbey, The Woodlands, Ingress Park, Greenhithe
DA/03/00592/CPO	37-39 Swanscombe Street, Swanscombe, Kent DA10 0BQ
DA/02/1090/REM	The Woodlands, Ingress Park, Greenhithe
DA/03/00511/CPO	Knockhall CP School, Eynesford Road, Greenhithe
DA/03/00570/REM	Woodlands Ingress Abbey, Ingress Park, Greenhithe
DA/03/00654/REM	Woodlands Ingress Park, Greenhithe
DA/03/00577/FUL	19 St Peters Close, Swanscombe, Kent

Members were advised that the following granted decision notices were received from Kent County Council during recess. They were, NOTED.

DA/99/706/R6 & 24            Bakers Hole Northfleet  
DA/01/62/R14                Craylands Lane Pit, Craylands Lane, Swanscombe

Members were advised that the following refused decision notice were received from Dartford Borough Council during recess.

DA/03/00555/COU            18 Swanscombe Street, Swanscombe

Members were advised that a Development Control Board Site Meeting was held on 7<sup>th</sup> August 2003 called by Dartford Borough Council.

DA/03/00011/COU            1 & 2 Neptune Cottages, Pier Road, Greenhithe

Members were advised that the following planning applications had been received from Dartford Borough Council and were dealt with during recess.

DA/03/00804/LBC            Application for Listed Building Consent to spray concrete linings to areas of underground storage tunnels with associated reinforcement..

The Grange, Ingress Park, Greenhithe, Kent

OBSERVATIONS              No observations.

DA/03/00782/REM            Reserved matters application pursuant to DA/98/664/OUT for the redesign of Woodlands Circus Southern Crescent (Plots 97-110) approved under DA/02/30/REM to change from 14 x 3 storey houses to 24 x 3 storey flats with associated parking.

OBSERVATIONS              The Woodlands, Ingress Park, Greenhithe, Kent

DA/03/00778/FUL            No observations

Erection of two storey side & front extensions, a rear conservatory & provision of a pitched roof over existing flat roof of two storey rear extension.

27 Trebble Road, Swanscombe, DA10 0ED

OBSERVATIONS              No observations providing neighbours are consulted



Members were advised that the following granted decision notices had been received from Dartford Borough Council and were dealt with during recess.

DA/03/00570/REM	Woodlands, Ingress Abbey, Ingress Park, Greenhithe
DA/03/00637/FUL	20 Whites Close, Greenhithe
DA/03/00041/FUL	113 Knockhall Road, Greenhithe, Kent
DA/03/00529/COU	126 Stanhope Road, Swanscombe

Members were advised that the following refused decision notice had been received from Dartford Borough Council and was dealt with during recess.

DA/03/00011/COUI	1 & 2 Neptune Cottages, Pier Road Greenhithe
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Members were advised that the following planning application had been received from Kent County Council and was dealt with during recess.

DA/03/511/R3	Details Pursuant to condition (3) of permission DA/03/511 – Specific details of the proposed dark green colour resin of the fencing. To replace existing fencing with new fencing 1.8m high to side and rear of school, Abbey Road & Alexander Road.  Knockhall Community Primary School, Eynesford Rod, Greenhithe
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OBSERVATIONS	Members are happy to accept the colour of Moss Green but would like to point out that this must be a “dark” green similar to British Racing Green.
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Members are advised that the following planning applications had been received from Dartford Borough Council for consideration.

DA/03/00534/FUL	Erection of a four storey detached building to provide 9 no. 2 bedroom apartments together with 12 no. car parking spaces and associated access.  34-40 Station Road, Greenhithe, DA9 9NQ  Councillor Read had submitted initial comments (below) on this application to reply in the time scale, but has advised the Borough that further comments will follow from the Town Council after this evening’s meeting.
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OBSERVATIONS	Members felt that due to the controversial nature of
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the site, its effect on traffic, imposition on adjacent properties and the character of the building, they recommend a site meeting is called prior to any decision being made.

*Further Comments:* Members were concerned about the effect that this application would have on adjacent properties in Station Road. As they start at a low point, it was felt that this development should be the same and that it should also be looked at in the same manner as the Fairview development. Members also felt that once again it was an over-density for the area and requested a site meeting before progress further.

DA/03/00788/OUT

Outline application for the demolition of Hotel & redevelopment comprising 20 flats over 4 floors (including use of roof space) & provision of on-site parking.

33 Bean Road, Greenhithe, Kent, DA9 9JB

OBSERVATIONS

See attached

DA/03/00826/REM

Submission of reserved matters pursuant to condition 1 of Planning Permission DA/98/00664/OUT for the erection of 138 dwellings comprising 87 apartments & 51 houses.

Waterfront, 2 Ingress Park, Greenhithe

OBSERVATIONS

No observations

DA/03/00842/FUL

Erection of a part ground, part first & part two storey side/rear extensions to provide additional bedrooms, lounges and associated facilities. Revisions to include an additional rear extension to provide internal staircase enclosure, alterations to dormer window & re-siting of retaining walls to provide additional ground area.

Haslington Nursing Home, 27 Bean Road, Greenhithe, Dartford

OBSERVATIONS

Members requested a site meeting to discuss this application in greater detail. They were concerned about the overall size of the development and that it would be out of character with other properties. They also felt that neighbouring properties had not been fully consulted.

DA/03/00857/COU

Change of use of office in existing unit to taxi booking office.

Unit F2 Northfleet Industrial Estate, Lower Road,  
Northfleet

OBSERVATIONS No observations

DA/03/00121/ Modification of application submitted 31 January  
2003

Eastern Quarry

Members were advised that the following granted decision notices had been received from Dartford Borough Council

DA/03/00692/REM Woodlands, Ingress Park, Greenhithe

DA/03/00570/REM Woodlands, Ingress Abbey, Ingress Park,  
Greenhithe

DA/03/00622/COU Rear of Seabrook House, 128 Stanhope Road,  
Swanscombe

DA/03/00647/FUL 4 Pentstemon Drive, Swanscombe, Kent

DA/03/00673/FUL Riverside Footpath, Ingress Park

Members were advised that the following refused decision notices have been received from Dartford Borough Council. They were, NOTED.

DA/03/00606/FUL Rear of 41 Valley View, Greenhithe, Kent

DA/03/00625/FUL R/O 37-40 Craylands Lane, Swanscombe

Members were advised that the following appeal notice had been received from Dartford Borough Council. It was NOTED.

DA/02/01039/COU Conversion of existing light industrial building  
into 3 bedroom residential units including the  
erection of a pitched roof over existing flat roof.

186A Milton Road, Swanscombe, DA10 0LX

## 222 BOLLARDS

Members were asked if they were aware that bollards recently installed in Sweyne Road were being removed.

The Meeting closed at 9.35 pm.